## DODGE COUNTY BUILDING COMMITTEE MINUTES

Administration Building, Room 1A, 127 East Oak Street, Juneau, WI 53039

Date: August 7, 2013

Call to order: The meeting was called to order by Chairman Mattson at 8:30 a.m. with the following members present: Rodger Mattson, Paul Marose, Clem Hoelzel, Ed Nelson, and Chester Caine

**Also present:** Russell Freber, Director of Physical Facilities; Phillip McAleer, Asst. Director of Physical Facilities; Brenda Saugstad, Secretary; Sheriff Patricia Ninmann; and James Mielke, County Administrator

**Minutes:** A motion was made by Nelson and seconded by Hoelzel to approve the minutes of the July 10, 2013 meeting as recorded and allow the chairman to go out of order to efficiently conduct the meeting. Motion carried.

Sheriff Ninmann gave an update on the Law Enforcement memorial being proposed by the Dodge County Law Enforcement Association. At this time the location being considered is the southeast corner of the Administration Building grounds (Miller Street and East Oak Street). The final design layout will be brought back to the committee for approval. Construction will probably start in 2015 after the funds have been raised.

A motion was made by Marose and seconded by Hoelzel to table the agenda item regarding the proposed changes to maintenance staffing/positions for the 2014 budget until the next Building Committee meeting scheduled for Wednesday, September 4, 2013. Motion carried.

Russ Freber presented two proposals for the Law Enforcement Center chimney repairs. Masonry Restoration Inc. submitted a proposal for \$10,365 which includes repairs to the roof. Statz Restoration & Engineering Company, Inc. submitted a proposal for \$11,450 which does not include repairs to the roof. Funding for this repair will be requested from the Jail Improvement Fund.

A motion was made by Caine and seconded by Marose to approve the proposal from Masonry Restoration Inc. for \$10,365 and recommend payment from the Jail Improvement Fund. Motion carried.

Russ Freber reported on the problems occurring with the jail water heaters. A new heat exchanger was ordered this week for the amount of \$5,625 to replace the one that was installed six years ago. Funding for this repair will also be requested from the Jail Improvement Fund. Replacing the water heaters with a new, more efficient system is being considered for 2014. An engineer would need to be hired to write up the specifications for bids.

**A motion** was made by Hoelzel and seconded by Nelson authorizing Russ Freber proceed with the bidding process to replace the water heaters in the Jail in 2014 and recommend payment from the Jail Improvement Fund for the heat exchanger. Motion carried.

Russ Freber reported on the following maintenance operations and projects:

Statz Restoration & Engineering Company has completed the tuck pointing of the Administration Building stone restoration project-Phase 2. Stones needing to be replaced have been identified and will be ordered. Additional spandrel work will need to be done this year as well.

August 26, 2013 is the moving date for the third and fourth floors of the Office Building to the Henry Dodge Office Building. The remaining staff will move shortly thereafter when their offices are completed. A list of expenditures being charged to the regular maintenance budget for the Henry Dodge Office Building will be reported to the Finance Committee so they are aware of additional funds that may be needed for this business unit at the end of the year.

Per the recommendation of the Building Committee, Russ Freber looked into the possibility of purchasing a new truck with a plow and salter. He presented a proposal from Ewald Automotive Group of Oconomowoc for a 2013 Ford F-250 pickup truck with V-plow for \$29,632 and a proposal from Moose's 4x4 Recreation Center of Hartford for a salter for \$1,499. The Building Committee determined it was the best interest to recommend a resolution to the Dodge County Board of Supervisors for the purchase of the truck and salter at the August 20 meeting.

Improvements are being made in radio communications and a request for new digital radios will be placed in the 2014 and 2015 budgets.

The next meeting is scheduled for Wednesday, September 4, 2013 at 8:30 a.m. in Room 1A of the Administration Building.

**Adjournment:** There being no further business to come before this committee, a motion was made by Hoelzel and seconded by Nelson to adjourn the meeting at 9:45 a.m. Motion carried.

Respectfully submitted,

Clem Hoelzel, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.